

# VIIV HEALTHCARE 2020 *POSITIVE ACTION COMMUNITY GRANTS* REQUEST FOR PROPOSALS

## Overview

Through *Positive Action Community Grants*, ViiV Healthcare supports community organizations in the U.S. that address HIV/AIDS disparities and close gaps in care for those most affected by HIV/AIDS. The *Positive Action Community Grants* program is a competitive application process. In selecting grantees in the U.S., ViiV Healthcare prioritizes community-driven efforts that:

- / Advance new insights and work that elevates the voices of people living with HIV/AIDS;
- / Put the perspectives of the HIV community at the center of HIV education, prevention, and care design and decision-making;
- / Connect people and strengthen networks through community events, conferences, workshops and formal collaborations;
- / Provide direct, high-quality, culturally competent and accessible support services in communities disproportionately impacted by HIV/AIDS;
- / Reach people not currently benefiting from existing support services or programs;
- / Use an innovative approach or model that may be replicable.

Organizations may apply for general operating support, project support and special event support.

## Eligibility

At minimum, eligible nonprofit organizations must meet all of the following criteria, and/or engage a fiscal sponsor that meets all of the following criteria:

- / Be a 501(c)(3) Internal Revenue Service (IRS)-designated nonprofit organization;
- / Be located in the U.S. or Puerto Rico;
- / Provide programs and support primarily to those persons or communities impacted by or affected by HIV in the U.S.;
- / Received no more than 25 percent of your total operating budget (total annual revenue) in 2019 from ViiV Healthcare and anticipate the same for 2020;
- / Organizations applying for the grant must be the same organization receiving the funds and must be responsible for the implementation and management of the project.

## Funding Restrictions

ViiV Healthcare funding cannot support:

- / Organizations owned, fully or in part, by a Healthcare Professional or Customer of ViiV Healthcare. Examples of Healthcare Professionals or Customers include, but are not necessarily limited to, physicians, physicians' assistants, nurses, pharmacists, residents and medical students, phlebotomists, medical case managers, adherence counselors, pharmacy and medical directors within managed care organizations, other personnel within managed care organizations, and policy advocates;
- / Program expenses allocated to support the salary of a licensed medical professional;
- / Indirect costs that amount to more than 15% of the proposed program's budgets;
  - o University-based indirect costs are capped at 10%;
- / Direct building expenses, endowments, or other capital expenditures;
- / Support for advertising for local athletics and/or other extracurricular activities (including trips, tours, etc.);
- / Support for brand advertising;
- / Religious groups or other societies that do not serve the general public on a non-denominational basis;
- / Patient education materials for a program/activity that will include ViiV Healthcare staff input on the content (if for a publication, no more than 5 percent of ViiV Healthcare funds to be used to support the publication costs);
- / Product donations;
- / Matching gifts;

- / Patient assistance programs;
- / Certified medical education;
- / Purchasing of any medications;

In addition, as a charitable contribution, ViiV Healthcare cannot support projects that will provide a benefit to ViiV Healthcare. Specifically, the ViiV Healthcare *Positive Action Community Grants* program cannot consider requests that:

- / Promote a specific ViiV Healthcare product or line of business;
- / Provide more than an "incidental or tenuous" benefit to ViiV Healthcare (generally defined as goodwill and publicity);
- / Involve lobbying or political activity;
- / Create an appearance of impropriety.

For those requesting support for special events, **please note that applications must be received at least six weeks prior to the scheduled event.**

### **Positive Action Community Grants Resources**

In 2019, ViiV Healthcare supported over 100 organizations in the U.S. and Puerto Rico and committed over \$5.8 million as part of the U.S. *Positive Action Community Grants* program.

### **Application Process and Timeline**

- / ViiV Healthcare's *Positive Action Community Grants* program accepts applications on a rolling basis. Applications for funding will be accepted from February 3 – July 15, 2020.
- / Most applicants will be notified within six months of the application submission.

### **Application Checklist**

Only complete applications will be reviewed by the Grants and Donations Committee.

A complete application includes all of the following documents:

- A completed *Positive Action Community Grants* program application via ViiV Healthcare's online grants system: <https://viivhealthcare.fluxx.io/>**
- A copy of your organization's budget for the most recently completed operating year (2019)** (The operating budget should include the total revenue and expenditures for the entire organization);
- A copy of your organization's proposed budget for the current fiscal year (2020)**, including total revenue and expenses;
- Your organization's most recently completed IRS Form 990 or 990N;**
  - o ***If 990N or 990EZ – Please provide a letter of recommendation from an organizational partner or your Board of Directors. This letter should speak to the sustainability of your organization and the organization's capacity to do the proposed work.***
- An IRS 501(c)(3) Nonprofit Determination Letter;**
- A list of directors and officers and their affiliations (including specification of anyone who is a healthcare professional or government official).**

Additionally, if applicable, please provide the following:

- If applying for a fundraising event, a budget for the event and any sponsorship package information;**
- If applying for specific program support, a budget for the program.**

Additionally, if available, please provide the following:

- A copy or online link to your organization's most recent Annual Report.**